

Goal 8: Integrate systems planning and project development processes

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Outcome:

Action Item	Deliverables/Milestones	Stakeholder(s)	Target Date	Comments
1. Re-design of Transportation Planning (TP) Process	<ul style="list-style-type: none">Transportation Planning Branch Design WorkshopA defined Comprehensive Transportation Planning Process<ul style="list-style-type: none">Land Use sub-process (workshop)Modeling sub-process (workshop)Multi-model subprocess (research and workshop)Stakeholder subprocess (scope for consultant – toolkit)Environmental integration (data flow workshop)Documentation (data flow workshop and implementation planning)Sub-process validation (workshop)Sub-process integration (workshop)Implementation Plan (workshop)MPO/RPO validation (meeting(s))Resource agency validation (interagency meeting)Data flow, inputs, outputs (workshop)Coordination of MPO/RPO/TPB roles and responsibilities dialoguesCustomer Value Structure for new processCost-time profile for new process	TPB PDEA FHWA MPOs RPOs	03-31-04 08-31-04	Complete In progress: The Land Use sub-process Workshop is complete. Other activities are ongoing.

	<ul style="list-style-type: none"> Change management training and planning Communication plan 			
2. Document CTP process	<ul style="list-style-type: none"> Documented CTP Process Procedures manual for new TP process 	TP PDEA FHWA MPOs RPOs	Begin: 08-31-04 1 st Draft: 12-31-04 Final Manual: 12-31-05	In progress
3. Supplement existing documentation for project development process	<ul style="list-style-type: none"> Ensure process maps for project development match the level of detail for comprehensive transportation planning process Establish data flows Identify integration products (systems level P & N, fatally flawed alternatives, reasonable/feasible alternatives based on systems level P&N, mitigation needs) (dialogue with Process Review Team) Identify roles and responsibilities 		01-31-05	
4. Create linkages between Comprehensive Transportation Planning and Project Development Processes	<ul style="list-style-type: none"> Integration Workshop Integrated process Web-based procedures manual <ul style="list-style-type: none"> Contract and scope of work for consultant (Task Order #1) Information from PMii on Project Development processes Establish members of Process Review Team Establish members of Users Group Formal roles and responsibilities, structure Launch meeting agenda and materials (Process Review Team, Users Group and consultant) "Systems level" purpose & need framework Develop framework for fatally flawed alternatives 	TP PDEA FHWA MPOs RPOs, State & Fed Resource Agcys	02-28-05 06-30-05 06-30-05 06-30-05 09-30-05	

	<ul style="list-style-type: none"> A list of performance measures to assess performance of the integrated process 		09-30-05	
5. Develop recommended automation plan to support integrated process	<ul style="list-style-type: none"> Recommendation for automation for communication and information sharing for integrated process <ul style="list-style-type: none"> PMii, ETDM and CommentWorks research and recommendation (includes request for support, task plan and associated work plan) Identification of data layers needed to support HQR process A document defining digitized data needs and a recommended maintenance plan for the HQR data 	TP PDEA GIS	12-31-05 06-30-05	
6. Train and Educate stakeholders (ongoing)	<ul style="list-style-type: none"> An established process for providing training and educational opportunities for all stakeholders. Training topics may include: High Quality Resources (HQR), the integrated process, Section 106, systems planning, etc. 	TP PDEA FHWA MPOs RPOs State & Fed Resource Agcys	12-31-05	
7. Assess the performance of the integrated process	<ul style="list-style-type: none"> A report documenting the success of the process. 	Team Members	12-31-06	